

BOROUGH OF SEWICKLEY
COMMITTEE OF THE WHOLE MINUTES
TUESDAY, MARCH 11, 2014

President Susan Aleshire called the Committee of the Whole Meeting to order at 7:30 p.m. Members in attendance were Bill Cornman, Tom DeFazio, Charles Driscoll, Jamie Morrill, Todd Renner and Larry Rice. Carole Ford participated by phone, and Stan Ference was absent for personal reasons. The others in attendance were Jennifer Markus and Alex DeLoia of Village Green Partners, Fire Chief Jeff Neff, Susan Kaminski, Bernard John, Attorney Steve Bovan, Bobby Cherry of the Sewickley Herald, Phil Petrunak of the Allegheny Times, Mayor Brian Jeffe, Acting Solicitor Chris Voltz, and Borough Manager Kevin M. Flannery.

COMMENTS FROM THE PUBLIC

Jennifer Markus and Alex DeLoia, of Village Green Partners, reported that the Village Green Advisory Committee, made up of nine members, met on this date to review signage issues, banners for the entrance on Route 65, and a review of the March 6th Happy Hour discussions. In addition, 307 tickets have already been sold for the Soup Crawl Event, scheduled for Saturday, March 15th. Village Green Partners will be moving from their present location, and hopes to have a Welcome Center established at 611 Beaver Street in a few months.

On motion of Mr. DeFazio, seconded by Mr. Rice, Council voted, 8-0, to approve the Sewickley United Methodist Church request for the 5th Annual Street Carnival on Saturday, August 10, 2014.

Mr. Bernard John, Vice President of the Friends of the Sewickley Library, addressed Council, seeking the necessary approvals to hold a Turkey Trot 5K in the Borough of Sewickley on Thanksgiving Day, November 27, 2014. The Borough Manager advised that since this is a contractual holiday that all Borough workers, including Police and Public Works employees, would receive double time and a half of their normal pay rate. Several Members of Council asked if the race could take place the Saturday after Thanksgiving as many people are still in town. The Borough Manager is to prepare a cost estimate for the Friends of the Sewickley Public Library in order that further discussions can take place.

Council reviewed a Handicapped Parking Space Request for 530 Centennial Avenue. Police Chief James Ersher has reviewed the request and made the recommendation to approve the Handicapped Parking Space Request. Council was in agreement to place the matter on the agenda for Monday's Council Meeting.

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COMMENTS FROM THE PRESIDENT/MEMBERS/MAYOR

Mayor Brian Jeffe indicated that the Soup Crawl will be this Saturday, March 15th, from 12:00 p.m. to 3:00 p.m. Mayor Jeffe also reviewed police service statistics for police services provided for the Borough of Glen Osborne. This report will be done annually for Council.

Mayor Jeffe indicated that a K9 Report will be in Council's Packet for the Monday, March 17th Council Meeting. In addition, Mayor Jeffe indicated that he is planning to have the second hire for a full time police officer in July. He is anticipating that the interviews will take place at the July 15th Committee of the Whole Meeting, with the formal hiring and swearing in on Monday, July 21st, and the tentative start date for the new full time police officer on Monday, August 4th.

Mr. Renner asked if the time allocated for each interview could be longer. The Borough Manager indicated that we will allow 20 minutes for each interview.

President Susan Aleshire announced that there will be an Executive Session at the conclusion of the Committee of the Whole Meeting for personnel matters regarding the Wastewater Treatment Plant contract.

REPORT ON BUILDING INSPECTION. ZONING. PUBLIC WORKS AND WASTEWATER TREATMENT PLANT

Council reviewed the Building Inspector's Report, indicating that 1 permit was issued, with fees of \$850 collected on \$75,000 worth of construction. There were 17 building inspections performed and 3 property maintenance inspections.

Council reviewed the Village at Sweetwater request for Bond Reduction No. 5. This is the final reduction in the bond for all items associated with the Developer's Agreement. This project, at the corner of Peebles Street and Beaver Street, is now complete and Council was in agreement to place a motion on the agenda to approve Bond Reduction No. 5 as final.

Council reviewed Zoning Hearing Board Decision 1304 which provided a variance, indicating that the garage doors of the new structure could face Centennial Avenue, and that a curb cut can be up to 38 feet on Centennial Avenue for the property at 613 Centennial Avenue.

Council reviewed the Public Works Report for February, highlighting the winter snow removal dates, the completion of mulching Christmas trees, the removal of extension cords and Christmas lights from trees, the lube and timing of 2-hour parking meters, and applying cold patch to potholes in the streets.

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**REPORT ON BUILDING INSPECTION. ZONING. PUBLIC WORKS AND
WASTEWATER TREATMENT PLANT (CONTINUED)**

Council reviewed the Wastewater Treatment Plant Report for February, indicating that 20.987 million gallons of sewage were treated. In addition, 92,283 cubic feet of digester gas was used. Repairs were made to the No. 2 Press Feed Pump, and work was performed on the Odor Control System.

The Building Inspector's Report, the Public Works Report, and the Wastewater Treatment Plant Report were received and filed.

SOLICITOR'S REPORT

Borough Manager Kevin Flannery introduced Chris Voltz to Council. Mr. Voltz is a lawyer with the firm of Tucker Arensberg and was sitting in for Richard Tucker who is on vacation this week. Council reviewed the Solicitor's Report for February, highlighting the sale of the lot in Water Works Park, the Village Theater lease, 2014 Refinancing, and tax assessment appeals.

Council reviewed the Solicitor's Invoice in the amount of \$5,369.25.

Solicitor Voltz reviewed various real estate tax assessment appeals and notices of discontinuances and settlement on real estate tax appeals.

Solicitor Voltz advised that AVK Enterprises, Ltd. vs. The Borough of Sewickley and Sewickley Borough Council No. 2046-CD-2013 in the Commonwealth Court of Pennsylvania has been entered and the Court of Common Pleas has directed that the record be filed within the next 60 days.

Council reviewed the Jordan Delinquent Tax and Municipal Claim Report for February, indicating that \$10,196.27 was collected on delinquent taxes.

Solicitor Voltz turned the meeting over to Attorney Steve Bovan of Tucker Arensberg, who is handling the Village Theater lease. Council reviewed the lease and indicated that no additional comments were needed to the lease for 11,800 square feet of space at 418 Walnut Street, which will be leased by the Village Theater Group. Attorney Bovan stated that the attorneys for Village Theater plan to have comments back by Thursday.

Mayor Jeffe indicated that he would like to see this lease on the agenda for approval at the Monday, March 17th Council Meeting. He respectfully requested that the Village Theater Group respond back to Mr. Bovan in order that the lease can be approved. Several Members of Council were in agreement, but indicated that if there were any issues from the Village Theater Group, that Council will meet to review those items.

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SOLICITOR'S REPORT (CONTINUED)

Solicitor Voltz indicated that a Public Hearing on a Dangerous Building, at 923 Dickson Road, Block and Lot No. 421-D-9, will be held on Monday, March 17th. It is the position of the Borough that the Borough has received a Demolition Grant for the building and the Borough would like to proceed with the demolition of the structure.

The Borough Manager indicated that the sales agreements have been completed by the attorneys and we are waiting to close on the portion of Water Works Park that was sold to Jim Rock and the Snyder Foundation Trust.

Solicitor Voltz reviewed the advertisement and ordinance for the adoption of the ordinance with the Borough of Glen Osborne for police services.

The Solicitor's Report was received and filed.

BOROUGH MANAGER'S REPORT

The Borough Manager reviewed the Columbia Gas projects, indicating that the restoration work for the 2013 Columbia Gas Project will begin the week of March 17th. Columbia Gas has estimated a repair time of 3 weeks to complete. The Borough Manager indicated that Columbia Gas was instructed not to make any repairs to Ferry Street as of Monday, March 10th, as Ferry Street is technically turned over to S & E Utility Contracting to complete the 2014 Road Project.

The Borough Manager reviewed the proposed Columbia Gas work for 2014, which is estimated to be a 14 month project, and will replace the gas lines from Route 65 to the Ohio River, from approximately Ferry Street and Chadwick Street to Dippold Street. A Resident Informational Meeting has been scheduled for the Columbia Gas Work on Thursday, March 27th, at 6:00 p.m., in Council Chambers. This project will involve the replacement of 13,500 lineal feet of gas service pipe and installing new connections to all the structures. Ninety-five percent of the work will be in the sidewalk area, with over 10,000 feet of ADA compliant sidewalk being installed.

The Borough Manager indicated that S & E Utility Contracting has placed necessary detour signage for the project. A Resident Meeting was held on Wednesday, February 19th. Council reviewed the list of attendees. Three Members of Council and Mayor Jeffe were also in attendance.

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BOROUGH MANAGER'S REPORT (CONTINUED)

The residents of Ferry Street have submitted a Traffic Study Request, asking to establish Ferry Street as a one-way street. The Borough Manager recommended that a motion be placed on the agenda for Monday to engage Trans Associates to prepare the Traffic Study and provide a report to Council regarding a one-way direction on Ferry Street.

Council reviewed the 2014 Ferry Street Road Project Schedule, which will be updated on a weekly basis.

The Borough Manager reminded Council that any comments and questions regarding the Feasibility Study for the Cochran Hose Company should be forwarded to the Borough Manager's Office as soon as possible. Council was in agreement that Monday, March 17th would be the cut-off date. Once the questions have been received and compiled, Council will begin to establish meetings with Cochran Hose Company to discuss the issue.

The Borough Manager advised Council that the insurance company has forwarded a check in the amount of \$41,725 for the replacement of the 2011 Ford F550 that was destroyed by fire in December.

In addition, the Borough Manager reviewed three claims have been forwarded to the insurance company regarding a tree root issue at 244 Thorn Street, a vehicle accident that occurred on Route 65, and a trip and fall accident at 14 Beaver Street.

Council reviewed a letter from Standard and Poor's Rating Service, indicating that the Borough of Sewickley rating has been raised to AA-. The letter outlines a strong performance by Council and the Borough management in regards to finance. This will assist with refinancing because the Borough will not be required to purchase insurance. The letter also indicated that the Borough should have more money in reserves. The Borough Manager indicated that with the sale of the Water Works property, \$350,000 has been earmarked for the annual startup fund for the Borough in order that a Tax Anticipation Note will not be required. The Borough Manager also indicated that the Borough is waiting for answers from Bank of America in order that the refinancing can be completed.

Council reviewed the fire service billing to Glen Osborne Borough, based upon the 2014 Assessed Valuation of all property in the Borough of Glen Osborne as well as the increase in the Consumer Price Index for the Capital Reserve 4 Fund.

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BOROUGH MANAGER'S REPORT (CONTINUED)

The Borough Manager advised that Kim Turnley, of Mark Turnley CPA, will be present at the March 17th Council Meeting to review the 2013 Audit. A preliminary meeting was held with Mr. DeFazio, Mr. Glenn, and staff on Monday, March 10th, at 2:00 p.m. It was noted that the Borough of Sewickley ended 2013 with an additional \$204,000 on the bottom line. Mr. DeFazio indicated that he was pleased with the audit. Three Members of Council asked for the audit in a paper form; all other Members will receive it electronically with their packet.

The Borough Manager reviewed Pension Plan Professional Services Requests for Proposals for the Pension Management Services, currently being handled by Guyasuta Investment, Inc. and Custodial Services, which are currently handled by AmeriServ. Council's only comment was asking that the initial review be done by the three Members of the Review Committee, which are Mr. DeFazio, Mr. Driscoll, and Mr. Renner.

On motion of Mr. Driscoll, seconded by Mr. DeFazio, Council voted 8-0, to proceed with the advertisement and Requests for Proposals for those services for the Borough of Sewickley Pension Funds.

The Borough Manager stated that the Quaker Valley Council of Governments Recycling Day is scheduled for May 10, 2014, from 9:00 a.m. to 1:00 p.m., at the Bellevue Municipal Building in Bellevue, PA. In addition, a Recycling Day will be held in November at the Borough of Sewickley.

The Borough Manager indicated that the 2014 real estate taxes were mailed out by Jordan Tax Services on March 1st. The Discount Period is until Wednesday, April 30, 2014.

The Borough reviewed the Borough of Sewickley Heights letter and 2014 draft amendment to their 2009 Comprehensive Plan. The proposed amendment would increase the density for residential structures on the southern section of Sewickley Heights Borough, which adjoins Blackburn Road. The Borough Manager had three concerns that he recommended be forwarded to Sewickley Heights. 1) To inquire if a traffic study is planned regarding the 35 additional units, which may generate between 50 and 70 cars traveling on Blackburn Road; 2) With the increase in density, if there is an opportunity for the Borough of Sewickley to talk to the Borough of Sewickley Heights about amending their 537 Sewage Facilities Management Plan in order that sewage services may be extended to this developable area; and 3) How the Borough of Sewickley Heights plans to address storm water run-off in this area, as storm water going to Hoey's Run would be an issue for the Borough of Sewickley. Council was in agreement to have the Borough Manager prepare a letter for approval for the Monday, March 17th Council Meeting.

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BOROUGH MANAGER'S REPORT (CONTINUED)

Council reviewed the Plan Summary for the 537 Facilities Plan for the Borough of Haysville. The Borough of Haysville now wishes to submit this plan to the Allegheny County Health Department and the Pennsylvania Department of Environmental Protection. One of the requirements is that an agreement between Haysville and Sewickley is included with the submission. It is recommended that the Borough Manager and the Borough Solicitor prepare an agreement for Haysville that indicates Sewickley can handle the additional sewage, as well as Sewickley would work out the construction schedule for this project, if approved. Borough Council was in agreement to place this motion on the April 15th Committee of the Whole Meeting Agenda for approval. The Borough Manager indicated that if approved, a Sewer Agreement would be available for Council's consideration at the April 15th Committee of the Whole Meeting.

The Borough Manager reviewed the Museum/Cultural Amendment, which has been provided to all the adjoining municipalities, Quaker Valley School District, and Allegheny County Economic Development. The proposed Museum/Cultural Amendment would permit a Conditional Use on the first floor, with 50% of the building to be used as an office as long as the other 50% was a museum/cultural arrangement.

The Borough Manager reviewed the 4th Quarter 2013 payment from Verizon, in the amount of \$6,482.37, for the Cable Franchise Fee.

The Borough Manager's Report was received and filed.

Council went into Executive Session for personnel matters to review the Wastewater Treatment Plant Contract at 8:38 p.m. The Executive Session concluded at 8:50 p.m.

ADJOURNMENT

On motion of Mr. Driscoll, the Committee of the Whole Meeting was adjourned at 8:52 p.m.

Respectfully submitted,

Kevin M. Flannery
Borough Manager/Secretary

KMF:pmf